

~~SECRET~~

FILED: Records 6-1  
RECORDS MANAGEMENT DIVISION

Approved For Release : CIA-RDP70-00211R000100090028-0

VITAL MATERIALS REPORT FOR WEEK ENDING - 2 JULY 1954

1. <u>TYPES OF MATERIAL</u>	<u>DEPOSITS</u>	<u>WITHDRAWALS</u>	<u>BALANCE</u>
A. (Measured in cubic feet)			
Documents	2.5	.1	169.7
Maps	0	0	37.4
Negatives	0	0	125.2
Cards (other than IBM)	0	0	4.2
Total	2.5	.1	336.5
B. (Determined by actual count)			
Cards (IBM)	33,206	72,719	3,765,925
Film (Reels) 35mm	23	14	5,128
Film (Reels) 16mm	0	0	1,611

2. MATERIAL NOT INVENTORIED

<u>OFFICE</u>	<u>CABINETS</u>
Commo.	1
OCD	1
OCI	1
ORR	1
OSI	2
* DD/P	31
Total	37

3. ACTIVITY OF OFFICE PROGRAMS

A. Total Offices	21
1. Number of Offices Depositing	20
2. Number of Offices Not Depositing	1
(Audit Office-Letter of Exception-5 Feb. 1952)	
B. Number of Offices With Established Schedule	10
C. Number of Offices In Which Schedules Are To Be Established.	10
D. Offices Depositing This Week	10
E. Offices Delinquent in Depositing	1
(No deposit in last 30 days)	
DD/I - No deposit since establishment of schedule on 11 May 1954	

\* Material not accessible to Repository personnel.